



**CABINET FOR HEALTH AND FAMILY SERVICES
OFFICE OF THE UNDERSECRETARY FOR HEALTH**

Ernie Fletcher
Governor

DEPARTMENT FOR MEDICAID SERVICES
COMMISSIONER'S OFFICE
275 E. Main Street, Mailstop 6W-A
Frankfort, KY 40621
www.chfs.ky.gov

James W. Holsinger, Jr., M.D.
Secretary

TO: All Kentucky Medicaid Providers

FROM: Jan Howell, J.D.
Deputy Commissioner

DATE: October 7, 2005

SUBJECT: New Trading Partner Agreements Required By October 28, 2005

The transition of fiscal agent operations to Electronic Data Systems (EDS) on December 1, 2005 requires new third partner agreements between the Commonwealth and your organization. Your current trading partner agreements with Unisys Corporation become invalid after November 30, 2005. The substance of these agreements does not change. Your review and authorization of these agreements is due by October 28, 2005. Your prompt attention to this request minimizes potential claims submission and processing issues that could occur otherwise.

NOTE: If you are a provider who submits claims through a trading partner, such as a clearinghouse, you are not required to complete these agreements.

The three agreements include:

1. **Trading Partner Agreement** – defines the exchange of information in electronic transactions between the Cabinet for Health and Family Services (CHFS) and external trading partners
2. **Confidentiality Agreement** – defines the confidentiality standards CHFS contractors must follow
3. **Kentucky Cabinet for Health and Family Services Telecommunications Agreement** – defines the rights and responsibilities concerning access and transfer of data resident on the Commonwealth of Kentucky Medicaid Management Information System and the transmission of this data between CHFS or its fiscal agent and Medicaid providers

Enclosed are copies of each agreement. Please sign each agreement and return by October 28, 2005 to the attention of Marla Smaltz via fax at 502-564-0509 or via mail to the following address:

Marla Smaltz – Trading Partner Agreement Processing
Department for Medicaid Services
Commissioner's Office
275 E. Main Street– Mail Stop 6W-A
Frankfort, KY 40621

Please contact Marla Smaltz at 502-564-8196 at extension 3140 or Joe Clemons at extension 3144 with any questions. Thank you for your prompt attention to this request.